



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON DC 20350-2000

OPNAVINST 5450.180F CH-1
N09F
22 Oct 2020

OPNAV INSTRUCTION 5450.180F CHANGE TRANSMITTAL ONE

From: Chief of Naval Operations

Subj: MISSION AND FUNCTIONS OF THE NAVAL SAFETY CENTER

Encl: (1) Revised page 3 and new page 3a of enclosure (1)

1. Purpose. To transmit new pages 3 and 3a of enclosure (1) following the addition of subparagraph 3a(10). This addition assigns the function of the Navy's Physiological Episodes Action Team to Commander, Naval Safety Center.

2. Action. Remove page 3 of enclosure (1) of the basic instruction and insert enclosure (1).

3. Records Management

a. Records created as a result of this change transmittal, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this change transmittal, or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

ANDREW S. HAEUPTLE
Director, Navy Staff

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, <https://www.secnav.navy.mil/doni>.



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON DC 20350-2000

OPNAVINST 5450.180F
N09F
18 Jan 2019

OPNAV INSTRUCTION 5450.180F

From: Chief of Naval Operations

Subj: MISSION AND FUNCTIONS OF THE NAVAL SAFETY CENTER

Ref: (a) OPNAVINST 3750.6S
(b) OPNAVINST 5102.1D/MCO P5102.1B
(c) DoD Instruction 6055.07 of 6 June 2011
(d) OPNAVINST 1500.75D
(e) OPNAVINST 1650.28B
(f) OPNAVINST 3500.39D
(g) OPNAVINST 3500.44
(h) OPNAVINST 3750.16C
(i) OPNAVINST 5100.12J
(j) OPNAVINST 5100.19E
(k) OPNAVINST 5100.23G
(l) OPNAVINST 5100.24B
(m) OPNAVINST 5100.25C
(n) OPNAVINST 5100.27B/MCO 5104.1C
(o) DoD Instruction 6055.06 of 21 December 2006
(p) SECNAVINST 5000.2E
(q) SECNAVINST 5100.10K
(r) OPNAVINST 3150.27C
(s) OPNAVINST 3500.43
(t) OPNAVINST 3501.225C
(u) CNAF M-3710.7
(v) OPNAVINST 5090.1D
(w) OPNAVINST 5430.48E
(x) OPNAVINST 5450.352A
(y) OPNAVINST 8020.14A/MCO P 8020.11
(z) OPNAVINST 11320.23G
(aa) MCO 5100.29B
(ab) COMNAVAIRFORINST 4790.2A

Encl: (1) Mission, Vision, and Functions of the Naval Safety Center

1. Purpose. To provide mission and functions performed by Naval Safety Center (NAVSAFECEN).

a. The principal changes to this revision are:

(1) Emphasizes the need for close collaboration with Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM), Commander, U.S. Pacific Fleet (COMPACFLT), and subordinate type commands (TYCOM) to ensure the data collection and analysis efforts, safety assurance efforts, and safety promotion products complement stakeholder programs.

(2) Places greater emphasis on the collection and analysis of a wide range of current and historical data in order to identify factors which increase the risk. This includes developing and continuously improving analytical models in order to determine which factors most adversely affect mishap risk.

(3) Requires identification of leading indicators of heightened risk and recommendation of corrective actions to fleet stakeholders.

(4) Requires the establishment and maintenance of a robust relationship with an external community of safety-focused and analytically-focused commands and organizations within and external to Department of the Navy.

(5) Expands safety promotion to include providing access to dashboards that allow all stakeholders to understand numerical safety trends, and analytically determined risk factors behind the trends, and provides stakeholder access to historical mishap and hazard data through these dashboards.

(6) Places greater emphasis on development of safety lessons learned and the creation of lessons learned training resources tailored to the unit type and optimized fleet response plan phase.

(7) Reduces the number of safety assessments (formerly safety surveys) to approximately 15 percent of operational units per year.

(8) Divests NAVSAFECEN's previous small footprint in acquisition safety.

b. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 5450.180E.

3. Scope and applicability. This instruction applies to the NAVSAFECEN.

4. Status and Command Relationships. NAVSAFECEN is an echelon 2 shore activity under direct command of the Chief of Naval Operations (CNO). Commander, Naval Safety Center (COMNAVSAFECEN) serves additional duty (ADDU) within the Office of the CNO as Special Assistant for Safety Matters (CNO N09F) and serves ADDU to the Secretary of the Navy (SECNAV) by providing safety assistance and advice, typically through the Deputy Assistant Secretary of the Navy (DASN) for Safety. COMNAVSAFECEN is also designated the military

advisor to the Assistant Secretary of the Navy for Energy, Installations, and Environment. NAVSAFECEN provides safety support to the Commandant of the Marine Corps (CMC). COMNAVSAFECEN is subject to the regional coordination authority of Commander, Naval Region Mid-Atlantic.

5. Action. COMNAVSAFECEN will ensure functions prescribed in enclosure (1) are accomplished per references (a) through (ab).

6. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the DON/AA DRMD program office.

7. Review and Effective Date. Per OPNAVINST 5215.17A, CNO N09F will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



STEFFANIE B. EASTER
Director, Navy Staff

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, <http://doni.documentservices.dla.mil>

MISSION, VISION, AND FUNCTIONS OF THE NAVAL SAFETY CENTER

1. Mission. To preserve warfighting capability and combat lethality by identifying hazards and reducing risk to people and resources.

2. Vision. A continuously improving command that develops leading indicators of risks and hazards to empower all Sailors, Marines, civilians and their families to embrace a proactive culture of risk identification and management to achieve zero preventable mishaps.

3. Functions. NAVSAFECEN enables the naval safety management systems by developing and publishing policy; administering safety assurance programs and data analysis efforts; and proactively promoting safety through communication, education, and training. These safety assurance and safety promotion efforts support a wide range of Navy and Marine Corps stakeholders worldwide. In addition to the CNO and the SECNAV, NAVSAFECEN provides support to Navy echelon 2 through echelon 5 operating forces and shore establishments. NAVSAFECEN also supports Marine Corps safety programs. Each NAVSAFECEN function aligns to one of the following four pillars of the Navy Safety Management System: (1) safety policy, (2) safety risk management, (3) safety assurance, and (4) safety promotion. When performing assigned functions, NAVSAFECEN collaborates closely with COMUSFLTFORCOM, COMPACFLT, subordinate TYCOMs, and other supported Navy and Marine Corps commands to ensure that the data collection and analysis efforts, safety assurance efforts, and safety promotion products listed in subparagraphs 3a through 3c below complement these stakeholders' programs and align with their own internally generated requirements.

a. Safety Policy and Guidance. COMNAVSAFECEN is the naval authority for and provides safety staff support to the SECNAV, CNO, and CMC in establishing safety policy and guidance. As such, NAVSAFECEN:

(1) Develops, formulates, and issues policy and directive guidance for operational safety, occupational safety and health, and recreational and off-duty safety programs, and serves as the custodian for references (a) through (m).

(2) Per references (a) through (ab), provides membership on boards, committees, councils, working groups, and task forces which influence or impact safety, such as: Navy Executive Safety Board, Fleet Operational Safety Board, Joint Services Safety Council, Naval Air Training and Operating Procedures Standardization Advisory Group, Weapon System Explosives Safety Review Board, and other safety-related groups. Serves as the executive secretary of the Navy Executive Safety Board.

(3) Provides recommendations for technological improvements and other safety investments to the annual Planning, Programming, Budgeting, and Execution (PPBE) process. Prioritizes investment recommendations based on analysis of current safety trends and identifies investments with the greatest expected safety benefit relative to the associated cost.

(4) Coordinates with Commander Navy Installations Command (CNIC) and other echelon 2 shore commands to ensure clear delineation of responsibility for the provision of base operations support safety services. Provides policy, guidance, and training for base operations support services such as off base mishap investigations, recreational and off-duty safety inspections, and motorcycle mishap prevention strategies.

(5) Liaises with other Military Service counterparts, other DoD and government agencies, commercial and private organizations, and allied countries to exchange information (as permitted by references (a), (b) and (c)), improve hazard awareness, encourage standardization, and identify and recommend improved safety procedures, processes, and designs.

(6) Coordinates with the Bureau of Medicine and Surgery (BUMED) in matters resulting from injuries and occupational health issues described in mishap reports and associated documents.

(7) Acts as the Navy and Marine Corps authority for protecting the privileged status of mishap reports and associated documents. As such, NAVSAFECEN:

(a) Safeguards safety databases and safety investigation reports within established guidelines.

(b) Promotes the widest possible distribution of privileged safety information to authorized users in order to prevent mishaps.

(c) Provides legal guidance on the use of mishap-related information.

(d) Processes subpoenas, Freedom of Information Act requests and Privacy Act requests per applicable Navy and Marine Corps instructions.

(e) Disseminates mishap information per the Freedom of Information Act, the Privacy Act, and applicable Navy and Marine Corps instructions.

(8) Develops and approves reciprocal formal agreements and nondisclosure agreements on behalf of the Department of the Navy for sharing of or access to relevant safety information with non-DoD U.S. Government agencies and DoD contractors.

(9) Serves as the DoD National Fire Incident Reporting System program manager. Provides fire incident summary data and analysis to the DoD components.

(10) Acts as the Navy and Marine Corps authority on physiologic event reporting and investigations policy, data aggregation and accuracy, event tracking, and physiologic event information dissemination. Align and synchronize the Physiological Episodes Action Team with all other NAVSAFECEN missions, functions, and tasks to ensure policy, analysis, assurance, and dissemination efforts are optimally focused on physiologic event mitigation and stakeholder awareness.

b. Safety Risk Management and Safety Assurance. NAVSAFECEN administers programs and provides data services that are designed to identify safety risk factors; promotes awareness of identified factors; and enables targeted risk mitigations and corrective actions by Navy and Marine Corps stakeholders. As such, NAVSAFECEN:

(1) In coordination with cognizant TYCOMs, develops and administers safety surveys, safety assessment visits, and provides representation to safety culture workshops.

(2) Collects and analyzes a wide range of current and historical data in order to identify factors which increase the risk that a given unit will experience a mishap. Determines the relative importance of each identified factor as a determinant of mishap risk. Assesses the current prevalence of these risk factors in Fleet units and identifies current trends. As such, NAVSAFECEN:

(a) Combines the data generated by safety surveys, assessment visits, culture workshops, and mishap investigations with TYCOM generated safety incident data and data from other external sources in order to quantify both unit level and aggregate community-wide safety risks.

(b) Performs quality assurance processes to ensure data is accurate and complete. Develops and continuously refines analytical models in order to determine which factors most adversely affect mishap risk.

(c) Identifies gaps in current safety data streams and investigates new data stream solutions.

(3) Serves as the model manager for the development and administration of safety climate surveys. As such, collaborates with TYCOMs and shore commands to optimize existing surveys and to promote fleet-wide adoption of survey best practices. Ensures that surveys emphasize cultural factors known or suspected to be correlated with increased mishap risk and are also designed to identify instances of organizational drift. Coordinates survey content and frequency of administration with cognizant TYCOMs and shore commands. Collaborates with TYCOMs and shore commands on analysis of the resulting data.

(4) Plans and conducts safety assessment visits to individual units, with the dual purposes of collecting data to support community-wide trend analysis and of providing unit-specific feedback and recommendations.

(a) In coordination with TYCOMS, schedules approximately 15% of operational units for assessment visits each year.

(b) Plans visits in order to ensure a statistically representative sampling of community-wide trends, collects amplifying data to further analyze trends, and responds to specific requests for dedicated support to TYCOM identified units.

(5) Serves as the model manager for the culture workshop program, providing guidance and procedures for conducting culture workshops. In coordination with cognizant TYCOMS, participates in scheduled culture workshops in order to collect data to refine analytical models and community-wide risk factor assessments.

(6) Assists CNO, CMC, and SECNAV in the preparation of safety reports and summaries.

(7) Regularly exchanges aggregate trend data with the Naval Inspector General, Board of Inspection and Survey, 21st Century Sailor office, and Defense Equal Opportunity Management Institute, in order to identify cultural issues with potential impact to mishap risk.

(8) Coordinates with TYCOMS to identify high risk units based on continuous collaborative TYCOM and NAVSAFECEN review of analytically derived risk assessments. Provides targeted safety assessment visits, risk management training, and support for safety culture workshops if requested by TYCOMS for identified high risk units.

(9) Serves as the Navy's subject matter expert and model manager for the Navy's operational risk management (ORM) program. Provides subject matter experts to conduct reviews of the effectiveness of unit-level operational risk management in normal and special evolutions, ashore, or at sea.

(10) Provides safety assessment teams to evaluate and assist training agency compliance representatives with their oversight of subordinate commands' high-risk training programs and ORM programs.

(11) Provides specialized teams to conduct assist visits focused on occupational safety and health program implementation, upon request by individual commands.

(12) Provides investigative and human factors classification subject matter expertise for safety investigations for all on-duty Class A, and selected Class B and other mishaps.

(13) Collaborates with systems commands (SYSCOMs) and Program Executive Offices/Program Managers to support integration of responsible technical authorities into evaluation of Class A and B mishaps.

(14) Maintains (or oversees) the Department of the Navy (DON)'s online reporting system as the naval authoritative source for reporting and recording of mishaps, hazards, work-related injuries and illnesses, and parachuting and diving reports and logs.

(a) Provides recommendations for risk management and remedial action in human factors, maintenance practices, design, technical publications, logistics, facilities, systems acquisition, hazardous material management, and operational doctrine.

(b) Tracks all Navy and Marine Corps mishap investigations to identify causal factors and verify appropriate corrective actions have been completed and coordinated to prevent recurrence.

(c) Provides the final endorsement on all Class A mishaps and any other mishaps per references (a) and (b).

(d) Exchanges electronic mishap, injury, and hazard data with DoD safety communities of interest. Manages and provides safety data and reports, safety assessments, mishap recommendations, and lessons learned for access by external customers per references (a), (b) and (c). Provides customer service and system support to the fleet.

(e) Ensures uniformity and standardization of data received from outside sources.

(15) Supplements mishap and hazard report data received via the online safety reporting system by also monitoring, archiving, and analyzing operational report-3s, TYCOM near miss reports, and TYCOM significant incident reports.

(16) Provides electronic mishap and hazard data to the Defense Explosives Safety Mishap Analysis Module and Joint Service Monthly Airdrop Summary Reporting System.

(17) Authorized to conduct independent safety investigations of all Navy and, as requested, Marine Corps training and operational fatalities, and may conduct a concurrent investigation of a fire or fires in addition to either a manual of the judge advocate general investigation or a joint technical investigation. Multiple DoD component mishaps, mishaps involving civil aircraft, and mishaps involving foreign nations must be investigated per reference (c).

(18) Maintains robust relationships with an external community of both safety-focused and analytically-focused commands and organizations. Continuously improves safety models and toolsets by regularly exchanging best practices with:

(a) Other Service safety centers including the Air Force Safety Center, the Army Combat Readiness Center, and the Coast Guard Health, Safety and Work-Life Directorate.

(b) Other analytically focused naval commands including Naval Warfare Development Command, naval warfare centers of excellence, Navy and Marine Corps Public Health Center, and the Board of Inspection and Survey.

(c) Safety-focused researchers and subject matter experts at other government agencies, academic institutions, and commercial industries as resources and bandwidth permit.

(19) Identifies unmitigated safety risks and coordinates across SYSCOMs, fleet stakeholders, and the training enterprise to track implementation of corrective measures through resolution.

(20) Provides subject matter expertise and assistance to Navy commands for Occupational Safety and Health Administration (OSHA) regulations, inspections, and manages citations, appeals, and alternate standards.

(21) Augments the Naval Inspector General with safety and occupational health experts during command inspections and area visits.

c. Safety Promotion. NAVSAFECEN markets and promotes naval safety and provides timely dissemination of hazard awareness information to Navy and Marine Corps stakeholders worldwide. Provides safety training to selected communities and personnel. As such, NAVSAFECEN:

(1) Through its echelon 3 command (Naval Safety and Environmental Training Center), provides training in occupational safety, industrial hygiene, emergency management and environmental training to ensure compliance with Federal and Navy regulations. As a goal, this training is at least equivalent to that required for Federal certification purposes.

(2) Through its detachment in Pensacola, FL (Naval School of Aviation Safety), provides training and education of prospective aviation commanding officers, aviation safety officers, aviation safety managers, and crew resource management instructors.

(3) Provides easy access dashboards that allow all stakeholders at all levels of the chain of command to understand numerical safety trends, as well as the analytically determined risk factors behind the trends.

(4) Highlights leading indicators of heightened risk and recommends corrective actions to fleet stakeholders. Tracks corrective action implementation and provides dashboard summaries of progress.

(5) Maintains a database and associated software that allows safety officers and commanders at all levels to:

(a) Easily and expeditiously search historical mishap report and hazard report databases using user-selected criteria; and

(b) View dashboards showing status of all unit-level mishaps and hazard reports as well as aggregate data useful at each level of operational decision making.

(6) Coordinates across SYSCOMs, fleet stakeholders, and the training enterprise to develop and maintain prioritized lists of required safety-related doctrine, organization, training, material, leadership and education, personnel, and facilities improvements. Advocates for top priorities during the annual PPBE process.

(7) Generates reader-friendly, non-privileged summaries of mishap investigation reports and hazard reports. Regularly disseminates summaries to all stakeholders for fleet training.

(8) Publishes safety periodicals emphasizing lessons learned, safety-related academic research conclusions, and recently proven safety best-practices.

(9) Develops and maintains an online library of training resources and lessons learned tailored to the unit type and optimized fleet response plan phase. Actively pushes phase-specific lessons learned to units in advance of key optimized fleet response plan milestones. Promotes regular pulls of current on-line training material by fleet safety officers.

(10) Generates summaries and examples of recent mishaps across a range of on-duty and off-duty categories in order to heighten deck-plate level awareness of common risks.

(11) Routinely partners with other commands during visits to fleet units and fleet concentration areas to include briefs on current operational safety trends and risk factors, to heighten fleet awareness of the NAVSAFECEN as a supporting resource, and to emphasize the critical role of fleet contributions to improving the naval safety system.

(12) Coordinates with Naval Education and Training Command (NETC) and other stakeholders to develop and refine education, training, professional development, and certification programs supporting safety, mishap lessons learned, and the execution of the ORM training continuum.

(13) Researches, develops, and delivers new tools and other methods for disseminating safety information to individual Sailors and Marines and promotes rapid fleet feedback to NAVSAFECEN in order to facilitate high velocity learning.

(14) Sponsors and coordinates the CNO safety awards; screens and selects winners on behalf of the CNO; and assists in the selection of SECNAV and DON safety awards for the Navy and Marine Corps.

(15) Develops a diverse, validated, up-to-date portfolio of professional promotional products that are tailored appropriately for incorporation into fleet safety promotion campaigns and issues this material to fleet customers via multiple media means. Products include, but are

OPNAVINST 5450.180F
18 Jan 2019

not limited to: safety periodicals, posters and brochures, public service announcements, videos, interactive CDs, DVDs, banners, special briefings, and reports. Media includes print, public-facing and Navy-internal Web sites, social media platforms, and mobile apps.